

**Minutes of Meeting 25-10 of the Kingston Police Service Board  
Held on Thursday, July 17, 2025, at 12:00 pm  
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair  
Bryan Paterson, Vice-Chair (arrived at 12:04 pm)  
Christian Leuprecht, provincial appointee (virtually)  
Jimmy Hassan, member of council  
Adam Koven, provincial appointee  
Gail MacAllister, community member  
Gregory Ridge, member of council

Non-Board Members Present:  
Chief Scott Fraser  
Deputy Chief Scott Gee  
Lorie Sargeant, Board Administrator/Secretary  
Members of the Kingston Police and Media

**1. Call Meeting to Order**

The Chair called the meeting to order at 12:00 pm.

**2. Presentation**

None

**3. Disclosure of Conflict of Interest**

The members confirmed that there were no conflicts of interest to report.

**4. Approval of Agenda**

Moved by Gregory Ridge  
Seconded by Adam Koven

**That** the agenda, as amended, be approved.

**Carried**

## 5. **Adoption of Minutes**

Moved by Gail MacAllister  
Seconded by Jimmy Hassan

**That** the minutes of Meeting Number 25-09 held on June 19, 2025, be adopted.

**Carried**

## 6. **Communications**

Moved by Gail MacAllister  
Seconded by Adam Koven

**That** the following communications from the Ontario Association of Police Service Boards, Canadian Association of Police Governance, Association of Condominium Mangers of Ontario (ACMO), the Toronto & Area Eastern Ontario Chapters of the Canadian Condominium Institute (CCI) and the Canadian Chapter of the Community Association Institute (CIA-C), Ontario Human Rights Commission, Office of the Information and Privacy Commissioner and the Office of the Chief of Police be received by the Board.

### a. Ontario Association of Police Service Boards

1. Letter dated June 16, 2025, from the Ontario Association of Police Service Boards (OAPSB) thanking the Kingston Police Service Board for sponsoring the 2025 OAPSB Spring Conference and AGM.
2. Email from Diane Smithson, Secretary for OAPSB Zone 2 providing an update from Lisa Darling, Executive Director of OAPSB shared at the Zone 2 meeting held in Casselman on June 20, 2025.

### b. Canadian Association of Police Governance

1. Email from Logan McInnis, Communications, Canadian Association of Police Governance, with respect to voting at the AGM on August 14, 2025, and attaching the Agenda, Minutes of the 35<sup>th</sup> Annual General Meeting, Approved Financial Audit and the CAPG Annual Report.

(\*See motion below re voting member representing the Kingston Police Service Board)

2. Email from Stephen Reid, Executive Director, CAPG providing the Agenda for the Evidence-based Policing Conference – 2025 Building Bridges, being held October 9-10, 2025, at the Blue Mountain Resort & Village Conference Centre, Blue Mountain, Ontario.

- c. Association of Condominium Managers of Ontario (ACMO), the Toronto & Area Eastern Ontario Chapters of the Canadian Condominium Institute (CCI) and the Canadian Chapter of the Community Association Institute (CIA-C)
  - 1. Joint letter to the mayors and chairs of the Police Service Boards of major Ontario municipalities on behalf of the Association of Condominium Managers of Ontario (ACMO), the Toronto & Area and Eastern Ontario Chapters of the Canadian Condominium Institute (CCI), and the Canadian chapter of the Community Association Institute (CAI-C) regarding incidents of violence and harassment in condominium communities, dated June 24, 2025.
- d. Ontario Human Rights Commission
  - 1. Email dated June 27, 2025, from the Chief Commissioner of the Ontario Human Rights Commission announcing the release of the 2024-2025 annual report, [\*Cultivating a Culture of Dignity and Respect: A Shared Responsibility\*](#).
- e. Office of the Information and Privacy Commissioner
  - 1. News release dated June 12, 2025 from the Office of the Information and Privacy Commissioner presenting its 2024, annual report, [\*From Vision to Impact: Five Years of Privacy and Transparency in a Digital Ontario\*](#).
- f. Office of the Kingston Chief of Police
  - 1. Letter dated July 7, 2025, received from Scott Fraser, Chief of Police, extending an invitation to the Board and public to the 3<sup>rd</sup> Annual Community Fun Fair BBQ, being held Saturday, July 19, 2025, at Police Headquarters from 11:00 am – 2:00 pm.

**Carried  
(25-67)**

**7. Delegation**

None.

## 8. Information Reports

Moved by Gail MacAllister  
Seconded by Adam Koven

**That** the Kingston Police Service Board receive the following reports for information only:

- a. [Report Number 25-37 – 2025 Q1 Collision Report](#)
- b. [Report Number 25-38 – 2025 Q2 Mental Health Calls](#)
- c. [Report Number 25-39 – 2025 Q2 Use of Force Report](#)
- d. [Report Number 25-40 – 2025 Semi-Annual Report - Collection of Identifying Information in Certain Circumstances – Prohibition and Duties pursuant to Reg. 400/23, \*Community Safety and Policing Act, 2019\*](#)
- e. [Report Number 25-41 – Requests made pursuant to section 19 of the \*Community Safety and Policing Act, 2019\* for the month of June 2025](#)
- f. [Report Number 25-43 – 2025 Semi-Annual Report – Aggregate Discipline & Public Complaints](#)
- g. [Report Number 25-44 – 2025 Semi-Annual Statistical Report](#)
- h. [Report Number 25-21 – Strategic Plan Update – September 1, 2024 – June 30, 2025.](#)
- i. [Report Number 25-48 – Community Safety and Support Initiative](#)

**Carried  
(25-68)**

## 9. Recommendation Reports

- a. [Report Number 25-45 – Special Constable Appointments – Renewals \(Jean Paul \(Victor\) Gagnon and Julie Tolles\)](#)

Moved by Gail MacAllister  
Seconded by Jimmy Hassan

**That** the Kingston Police Service Board renew the appointment of Special Constable **Jean Paul Victor Gagnon** for a further five-year term, in accordance with Section 92 of the *Community Safety and Policing Act, 2019*; and

**That** the Board issue a Certificate of Appointment to **Jean Paul Victor Gagnon** in accordance with the legislation; and

**That** the Kingston Police Service Board renew the appointment of Special Constable **Julie Tolles** for a further five-year term, in accordance with Section 92 of the *Community Safety and Policing Act, 2019*; and

**That** the Board issue a Certificate of Appointment to **Julie Tolles** in accordance with the legislation.

**Carried  
(25-69)**

b. [Report Number 25-46 – Appointments of Kingston Police Officers \(Hannah Currie and Robert \(Wil\) Murray\)](#)

Moved by Gregory Ridge  
Seconded by Jimmy Hassan

**That** the Kingston Police Service Board appoint, on the date of swearing-in, **Hannah Currie**, as a police officer of the Kingston Police, in accordance with Section 37(1)(c) of the *Community Safety and Policing Act, 2019*; and

**That** the Board issue a Certificate of Appointment to **Hannah Currie** in accordance with the legislation; and

**That** the Kingston Police Service Board appoint, on the date of swearing-in, **Robert (Wil) Murray**, as a police officer of the Kingston Police, in accordance with Section 37(1)(c) of the *Community Safety and Policing Act, 2019*; and

**That** the Board issue a Certificate of Appointment to **Robert (Wil) Murray** in accordance with the legislation.

**Carried  
(25-70)**

10. **Ratification of Motion**

a. [2024 Annual Report](#)

Moved by Gail MacAllister  
Seconded by Gregory Ridge

**That** the Kingston Police Service Board ratify a motion passed by a poll of a quorum of Board Members June 23, 2025, pending the next scheduled public board meeting,

**That** the Kingston Police Service Board (Board) receive the [2024 Annual Report](#) and cause same to be filed with the City of Kingston and published on the Board's webpages.

(The Annual Report was distributed to all Board members on June 23, 2025)

**Carried  
(25-71)**

## 11. **Motions**

### a. Board Representative for the CAPG AGM

Moved by Bryan Paterson  
Seconded by Adam Koven

**Whereas** the Board approved Board members Gail MacAllister and Christian Leuprecht to attend the Canadian Association of Police Governance and Annual General Meeting being held August 14 – 16, 2025; and

**Whereas** the Annual General Meeting is being held on August 14, 2025, and the CAPG is seeking the name and email of the voting member representing the board in advance of the AGM;

**Therefore be it resolved that** the Board appoint **Gail MacAllister** as the board's voting member for the CAPG's Annual General Meeting and further that the Board Administrator share this information with the CAPG.

**Carried  
(25-72)**

### b. Retired Police Canine Transfer Agreement

Moved by Gail MacAllister  
Seconded by Gregory Ridge

**That** the Kingston Police Service Board (Board) enter into an agreement with Paul Doak, handler of police service dog (Canine), Bask, to transfer ownership and custody of the Canine to the Handler under the terms set out in the Retired Police Canine Transfer Agreement; and

**That** the Board authorize the Chair to execute the Agreement on behalf of the Board.

**Carried  
(25-73)**

c. Ontario Transfer Payment Agreement – Mobile Crisis Response Team (MCRT) Enhancement Grant

Moved by Bryan Paterson  
Seconded by Jimmy Hassan

**That** the Kingston Police Service Board (Board) enter into an Ontario Transfer Payment Agreement with His Majesty the King in right of Ontario as represented by the Solicitor General for one time funding of \$239,045.00 over two fiscal years (2025-26 – 2026-27) with respect to the Mobile Crisis Response Team (MCRT) Enhancement Grant; and

**That** the Board authorize the Chair to execute the Agreement on behalf of the Board.

(The Transfer Payment Agreement was distributed to board members on July 7, 2025)

**Carried  
(25-74)**

12. **Deferred Motion**

**The following motion was deferred from the meeting of June 19, 2025**

Moved by Gail MacAllister  
Seconded by Gregory Ridge

**Whereas** the Kingston Police Service Board has established a Diversity Plan Working Group/Committee to advance equity, diversity and inclusion across the Kingston Police; and

**Whereas** access to accurate demographic data is essential to informing the work of the Working Group/Committee and supporting evidence-based recommendations;

**Therefore Be It Resolved That** the Kingston Police Service Board direct the Chief of Police to provide a comprehensive demographic breakdown of the Kingston Police, including both sworn and civilian members, for presentation at the Board Meeting scheduled for July 17, 2025; and

**That** the demographic breakdown include, where available, information on gender identity, race, ethnicity, age, years of service, and any other relevant diversity-related categories, while ensuring confidentiality and compliance with applicable privacy legislation; and

**That** the Chief include, where appropriate, recommendations specific to sworn and civilian members that would support equity, diversity, and inclusion within each component of the Service.

Moved by Gail MacAllister  
Seconded by Adam Koven

That the motion be amended as follows:

**That the date in the first resolve clause now reads “...for presentation at the Board meeting scheduled for **October 23, 2025; and**” so that the motion now reads as follows:**

**Whereas** the Kingston Police Service Board has established a Diversity Plan Working Group/Committee to advance equity, diversity and inclusion across the Kingston Police; and

**Whereas** access to accurate demographic data is essential to informing the work of the Working Group/Committee and supporting evidence-based recommendations;

**Therefore Be It Resolved That** the Kingston Police Service Board direct the Chief of Police to provide a comprehensive demographic breakdown of the Kingston Police, including both sworn and civilian members, for presentation at the Board Meeting scheduled for **October 23, 2025; and**

**That** the demographic breakdown include, where available, information on gender identity, race, ethnicity, age, years of service, and any other relevant diversity-related categories, while ensuring confidentiality and compliance with applicable privacy legislation; and

**That** the Chief include, where appropriate, recommendations specific to sworn and civilian members that would support equity, diversity, and inclusion within each component of the Service.

**Carried with Friendly Amendments (re meeting date – see motion below)  
(25-75)**

### 13. **New Business**

New Motion for Consideration – Amendments to Board Meeting Schedule

Moved by Gail MacAllister  
Seconded by Gregory Ridge

**That** the Kingston Police Service Board amend its 2025 meeting schedule as originally approved in Report Number 24-39 dated October 25, 2024, to reflect that regular board meetings will take place on identified dates for the remainder of 2025, and

**That** the revised meeting dates for the remainder of 2025 shall be as follows:



- **Thursday, September 25, 2025;**
- **Thursday, October 23, 2025;**
- **Thursday, November 27, 2025;** and

**That** the **December 18, 2025** meeting date remains unchanged.

**Carried  
(25-76)**

**14. Move to In-Camera.**

Moved by Jimmy Hassan  
Seconded by Adam Koven

**That** the Board move into In-Camera Session, to be held in the Executive Boardroom, 2<sup>nd</sup> Floor at Police Headquarters to discuss the following matters:

- Litigation or potential litigation affecting the board, including matters before administrative tribunals – Statements of Claim
- personal matters about an identifiable individual, including members of the police service or any other employees of the board – HR Director
- Personal matters about an identifiable individual, including members of the police service or any other employees of the board – New Position
- Security of property of the Board – Cyber Incident
- Security of property of the Board – Court Houses

After a ten (10) minute break.

Regular session ended at 12:50 pm.

**Carried**

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Chair

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Secretary/Administrator